

Instructions for Entering Idle Well Review Data into AFMSS and Example

Idle Well Review Screen AFMSS Version 3.7.18 (July 2012)

This guide provides step by step guidance in the data entry requirements for the Idle Well Review Screen.

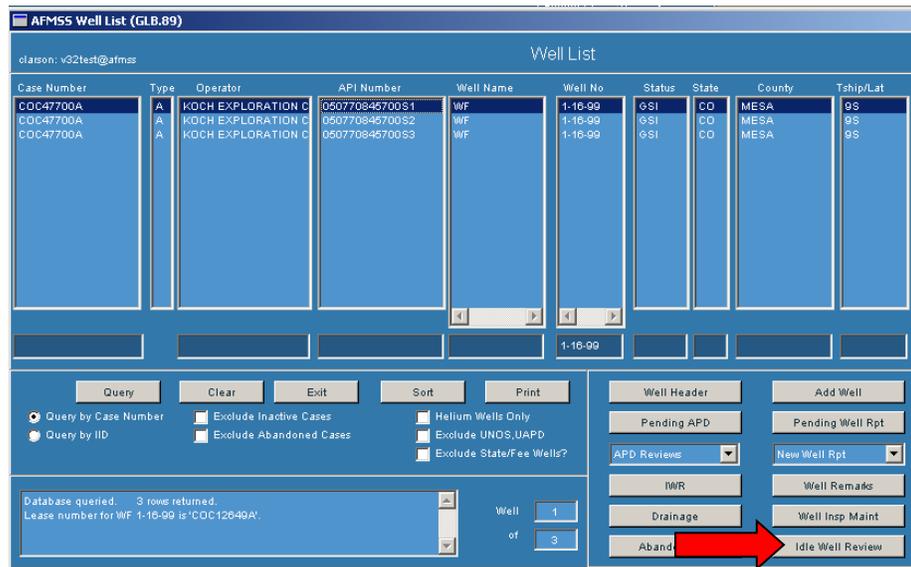
From the Main Menu, click on 'Operations' and then click 'Wells.'



The AFMSS Well List (GLB.89) screen is launched.

Enter data into one or more of the Query by Example (QBE) fields and click on Query.

Highlight the applicable record and click on "Idle Well Review."



This will launch the Idle Well Review (GLB.107) screen:

The top portion is display only. This provides information for the record you have selected: Lease Number, Case Number, Operator, API Number, Well Name, Well Number, Well Status, Status Effective Date, Bond Number, and the current Bond Amount.

Idle Well Review (GLB.107)

clarson: miles_city@afmss_test

Lease Number: FEE Case Number: 891 008964A Operator: DENBURY ONSHORE LLC

API: 250252137100S2 Well Name: BN Well Number: 13-17C

Well Status: TA Status Eff Date: 11/10/1998 History

Idle Well Review Date: Reviewed By: Operator Contact Letter Sent: Next Review:

Review Date: Reviewed By: Remarks: Operator Contact Letter Sent Date: Next Idle Well Review Date:

Save Clear Add New Delete Next Previous Print Exit

Copy this Review to other Wells Print All Reviews Sundry List

Idle Well Review for 1 wells. No Reviews entered yet for this well...now in ADD mode Well 1 of 1

Well Status: GSI Status Eff Date: 04/27/1982 History

By clicking on the “History” button next to the Well Status information, the Well Status History (GLB.75) screen is launched.

Well Status History (GLB.75)

clarson: v32test@afmss

API No: 050770846700S1 Operator: KÖCH EXPLORATION COMPANY

Well Name: WFF Well No: 1-10-99

Effective Date	Recorded Date	Status	Translation
04/27/1982		GSI	GAS WELL - SHUT-IN

Save Clear Exit Sort MR Next Prev Top Bottom Print

Well Record and 1 Status Record(s) Retrieved Rec 1 of 1

The Well Status History screen allows you to view a historical listing of the status of the well completion that was selected for the review.

Clicking on the “History” button next to the Bond information will launch the Bond History (GLB.108) screen:

Bond Number: C00774 Bond Amount: \$25,000 History

Bond History (GLB.108)

clarson: miles_city@afmss_test Help ▾

Current Bond Number

Bond Amount Effective Date	Bond Adequacy Review Date	Reviewed By	Acc?	Bond Number	Amount	Reason for Increase	Coverage	Type	Well Count	Changed By
				MTB000344	550,000		Nation Wide	Surety	654	clarson

Bond Data and History retrieved – View Only ▾

Note: The "Well Count" column shows the number of wells associated with this bond in AFMSS at the time the bond change was saved in AFMSS, not the current count.

Records

This screen displays a historical listing of any changes made to the bond, including any bond adequacy reviews performed, and changes in the bond amount.

This section is the display of Idle Well Reviews which have been conducted. The data for the highlighted row is displayed in the section below.



Review Date	Reviewed By	Operator Contact Letter Sent	Next Review
04/01/2001	JANE DOE	04/01/2001	04/01/2003
04/01/2003	JOHN DOE	04/01/2003	04/01/2004

Review Date	Reviewed By
04/01/2001	JANE DOE
Remarks This is a review for the idle well program.	
Operator Contact Letter Sent Date	Next Idle Well Review Date
04/01/2001	04/01/2003

This section allows review information to be entered.



Review Date	Reviewed By
Remarks	
Operator Contact Letter Sent Date	Next Idle Well Review Date

Add New	Save	Clear	Delete	Exit	Print	Previous	Next
Copy this Review to other Wells			Print All Reviews		Sundry List		

To enter review information, click on "Add New."

This section is cleared and allows for entry of the "Review Date," name of the reviewer in "Reviewed By," and applicable remarks.



If the Operator is contacted, the date a letter was sent can be entered. Also, the approximate date of the next Idle Well Review can be entered.

Click on "Save" after data has been entered. A new row will be displayed in the top section.

Add New	Save	Clear	Delete	Exit	Print	Previous	Next
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The "Clear" button clears all data from the entry fields.

The "Delete" button deletes the record currently highlighted in the top section.

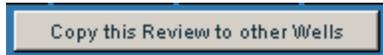
The "Previous" and "Next" buttons scroll through records if multiple records were selected on the Well List (GLB.89) screen.

The "Print" button prints exactly what is shown on the screen:

Idle Well Review

Lease Number COC12649A	Case Number COC47700A	Operator KÖCH EXPLORATION COMPANY
API 050770845700S1	Well Name WF	Number 1-16-99
Well Status GSI	Status EffDate 04/27/1982	Bond Number C00774
		Bond Amount \$100,000
Idle Well Review Date 04/01/2001 04/01/2003	Reviewed By JANE DOE JOHN DOE	Operator Contact Letter Sent 04/01/2001 04/01/2003
		Next Review 04/01/2003 04/01/2004
Review Date 04/01/2001	Reviewed By JANE DOE	
Remarks	This is a review for the idle well program.	
Operator Contact Letter Sent Date	04/01/2001	Next Idle Well Review Date
		04/01/2003

There is a feature that allows an Idle Well Review to be copied to multiple well completion records.



For example, this well has 3 completions. Clicking on this button allows you to copy the current review to the remaining completion records and/or well completion record(s) on other cases. It is recommended for those wells that have multiple completion records, the review should be copied to all completion records for a well. The review will only be counted once on the Idle Well Progress Report.

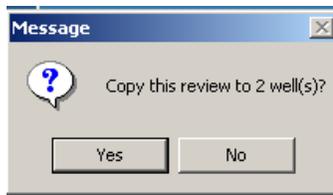
The Select Multiple Wells screen is launched:

Multi-Well Pick List													
Case Number	Operator	API Number	Well Name	Well No	Stat	St	County	Tship/Lat	Rng/Long	Sec	Qtr		
COC47700A	KOCH EXPLORATION COM	050770845700S1	WF	1-16-99	OSI	CO	MESA	9S	99W	16	SWNE		
COC47700A	KOCH EXPLORATION COM	050770845700S2	WF	1-16-99	OSI	CO	MESA	9S	99W	16	SWNE		
COC47700A	KOCH EXPLORATION COM	050770845700S3	WF	1-16-99	OSI	CO	MESA	9S	99W	16	SWNE		
				1-16-99									

Buttons: Query, Clear, Sort, Cancel, Exit

Enter data into one or more of the Query By Example (QBE) fields and click 'Query' to find the records to which the review is to be copied. Highlight the appropriate record(s) and click 'Exit.'

This message will appear:

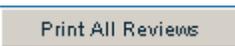


To proceed with the copy, click Yes.

This message appears. The review is copied to the selected records. Query the Well List (GLB.89) screen to find the records and view the Idle Well Review (GLB.107) screen for each record.



Edits may be made to the Idle Well Reviews for each record however, only one review will be counted for the Idle Well Progress Report (discussed later in this document.)



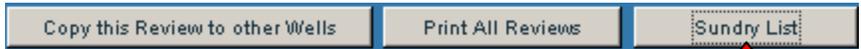
This button prints all of the reviews that have been conducted for the currently selected record.

All Idle Well Reviews for WF 1-16-99

Lease: COC12649A
 Case: COC47700A
 Operator: KOCH EXPLORATION COMPANY

API Number: 050770845700S1 Well Name: WF Well #: 1-16-99
 Well Status: OSI Status Date: 04/27/1982
 Bond: CO0774 Bond Amt: \$100,000

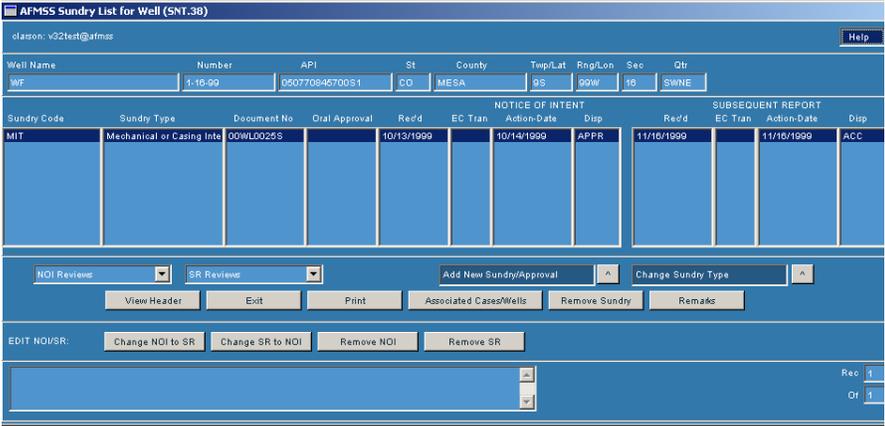
REV DATE	REVIEWED BY	LETTER DATE	NEXT REVIEW	REVIEW REMARKS
04/01/2001	JANE DOE	04/01/2001	04/01/2003	This is a review for the idle well program.
04/01/2003	JOHN DOE	04/01/2003	04/01/2004	Subsequent idle well review.



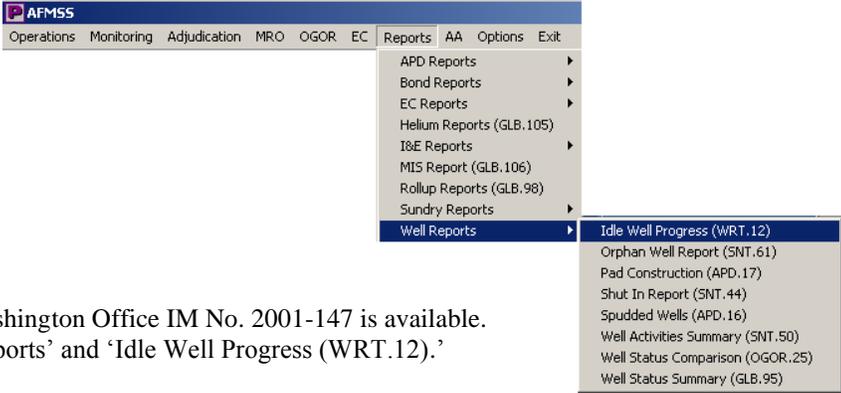
The “Sundry List” button launches the Sundry List for Well (SNT.38) screen.

This allows you to view, add, or edit sundry notice/approval information for the currently selected well record.

Click “Exit” to return to the Idle Well Review (GLB.107) screen.



Idle Well Report Example



The Idle Well Progress Report as outlined in Washington Office IM No. 2001-147 is available. From the Main Menu, click ‘Reports,’ ‘Well Reports’ and ‘Idle Well Progress (WRT.12).’

It is required that a consolidated State report is received by the Washington Office on May 15 and November 15 of each year. For determining the Start and End Dates for this report, please check with your State Office to determine the appropriate reporting period for your office.

Enter a beginning date for the report in “Start Date.”

Enter an ending date for the report in “End Date.”

Click “Print.”



WRT.12: Idle Well Progress Report

Reporting Office: GRAND JUNCTION FIELD OFFICE
 Report Start Date: 11/15/2002
 Report End Date: 05/15/2003

	1	2	3	4	5	6	7
	Total Wells At Start	Wells in SI/TA Status Longer Than 5 Years	Total Wells At End	Number of Wells Reviewed	Number of Bonds Reviewed	Number of Bonds Increased	Total Amount of Bond Increases
Shut-In	167	138	169	2			
Temporary Abandoned	4	4	2	4			
Total Shut-In and TA	171	142	171	6	1	1	\$75,000

Notes:
 Columns 1 & 3: SI/TA Wells > 12 months
 Column 2: SI/TA Wells > 60 months
 Columns 5, 6, and 7 include only Bond Reviews and Increases that were associated with Idle Wells and Idle Well Reviews

Column 1 counts the number of Federal and Indian wells that have been in shut-in (SI) and temporarily abandoned (TA) status for more than 12 months prior to the Report Start Date.

Column 2 counts the number of Federal and Indian wells that have been in SI and TA status for more than 5 years from the Report Start Date.

Column 3 counts the number of Federal and Indian wells that have been in SI and TA status for more than 12 months prior to the Report End Date.

Column 4 counts the number of Idle Well Reviews conducted on wells in SI and TA status during the period between the Report Start Date and Report End Date.

Column 5 counts the number of Bond Reviews conducted between the Report Start Date and Report End Date. The Bond Reviews counted are those associated with Idle Wells or Idle Well Reviews.

Column 6 counts the number of Bonds that were increased because of the Bond Reviews counted in Column 5.

Column 7 gives the total amount of any bond increases that resulted from the Bond Reviews counted for this report.